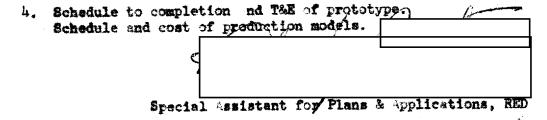
## Approved For Release 2162/05/14 : CIA-RDP76B05171A000600020049-9 NPIC/TSSG/RED-1875-69 21 October 1969

MEMORANDUM FOR THE RECORD

SUBJECT : EXRAND Equipment Briefing Guidelines

Briefing should be straight forward, to the point, and nontechnical. Use good briefing aids liberally. Stay with the highlights -- omit details -- be brief. Be prepared to answer questions. Use the following outline is a guide:

- 1. Origin and nature of the requirement.
- 2. Brief history and status of the Development Program.
  - A. Management Features
  - B. Technical Features
- 3. Brief description (operationally oriented). How is it used? What does it do? How much better?



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**Declass Review by NIMA/DOD** 

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